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DCI/ICS 81-0221
16 September 1981

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MEMORANDUM FOR: [redacted]

Director, Intelligence Community Staff

FROM: [redacted]

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Director, Office of Community Coordination

SUBJECT: [redacted]

Science and Technology Advisory Panel (STAP)

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1. I met with [redacted] (STIC chairman), [redacted] (STAP executive secretary), [redacted] (NFAC admin officer), [redacted], and [redacted] on 4 September to discuss transfer of STAP support from NFAC to the IC Staff as agreed by John McMahon (Attachment 1).

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2. The STAP is currently composed of [redacted] members (Attachment 1), with plans underway to add one or two more. The panel has a current yearly budget of about [redacted] projected to about [redacted] next year. These funds are presently provided by NFAC, though STAP funding is not a line item in the NFAC budget. The panel is furnished secretariat support, including an executive secretary, from the office of the STIC chairman. This support is estimated to be about 1.2 man-years when clerical support is considered.

3. Tasks are levied on the Panel by the DCI, DDCI and the CIA Deputy Directors. STAP members may generate topics for consideration as well. The panel is also available for studies, if requested, by other members of the Intelligence Community, though this avenue of tasking is not frequently used. Staff direction is provided for the STAP with a steering group composed of [redacted] (STAP chairman), [redacted] (STIC chairman), [redacted] (WISSIC chairman), and [redacted] (Ex-STIC chairman). The CT Staff had been asked to provide a member to the steering group [redacted] or [redacted], but because of [redacted] retirement and the reorganization of the ICS, this has not yet occurred.

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4. The STAP meets quarterly for two days, usually at CIA Headquarters. During these sessions the panel meets with the Director or Deputy Director, reviews new intelligence inputs and suggestions for studies to be undertaken, gives progress reports on ongoing STAP studies, and receives additional tasking. Also during these two days the panel receives in-depth briefings on topics which pertain to studies that they are undertaking. During the time between these meetings the panel, in small groups or individually, works on studies and prepares reports for the Director's consideration.

5. At our meeting [redacted] and I agreed to the following recommendations to you:

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a. Administrative support can be provided for the STAP by the IC Staff. THE LCS budget should provide for STAP funding and we have included it in our initial inputs to Admin.

b. The STAP steering committee should include:

Chairman -
IC Staff -

STIC -
WISSIC -

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Besides the above [redacted] (former STIC Chairman) will continue to be available for Panel staffing in a part-time capacity.

This augmentation will permit our long-range planning efforts to impact on STAP's agenda setting. [redacted] has reacted positively to the prospect of playing a role.

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c. The executive secretary functions for STAP should be in the LCS Office of Community Coordination. NFAC people presently supporting STAP believe that a full-time executive secretary for the panel (technically qualified) is required, but cannot provide a billet for such a function. I'm not sure I agree, but it's possible once the IR&DC and STAP are in full swing that more than one person will be needed. If NFAC cannot provide a billet, then I would propose using one of the LCS development complement spaces should staff augmentation be needed. Should an individual be assigned to the STAP function I propose that he work for [redacted] in order to stimulate a productive and continuing interplay between STAP and IR&DC.

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6. I understand that [redacted] the chairman of the STAP is most anxious to talk to you. I suggest that the next step is to arrange a discussion with him, preferably before the panel's scheduled 22-23 September meeting so he can apprise them of impending change in their support arrangements and so you and he can discuss these recommendations on how STAP is to be supported by the IC Staff. I recommend that the actual transfer in administrative support not be accomplished until October.

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Attachments:

1. Memo from D/NFAC
2. List of Members

APPROVE _____
DISAPPROVE _____
OTHER _____

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DCI/ICS/UCC, [redacted] 16 Sept 81

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